

ST AUGUSTINE SHORES SERVICE CORPORATION BOARD MEETING

JULY 14, 2016

The St. Augustine Shores Service Corporation's Board of Directors meeting was called to order by President James Priester at 7:00 P.M. Present: Treasurer Claire Lorbeer, Director Philip Van Tiem via telephone, Director Winston Burrell, Secretary Sue Chitwood. Absent Vice President James O'Such and Director Janet Cassford. Quorum Established.

President Priester addressed the membership and discussed the points of order to be followed during the meeting.

The Invocation was given by General Manager Smith followed by the Pledge of Allegiance.

Approval of the Minutes – June 8, 2016

Motion:

Secretary Chitwood made a motion to accept the minutes as presented. Seconded By Director Burrell. Unanimous. The motion carried.

Treasurers Report – Read by Treasurer Lorbeer accepted for audit.

General Manager Smith explained the increase in the operating fund and the increase in the reserve fund.

Managers' Report - Joseph H. Smith III

Old Business:

Progress on Board Goals

Curb Appeal – General Manager Smith reported that Shaw's Tree Service will be pruning the palm trees on the common grounds in the Shores on July 16. They will raise the canopy on the oaks along Santa Maria Boulevard the following week.

Tree Guys has been cutting back the overgrowth from the greenbelt areas along Christina Drive and Shores Boulevard.

Safety and Security – A heavy duty door has been installed at the office.

New brackets have been ordered to secure the fence posts at the pool.

Operations – General Manager Smith explained that he and President Priester will be inspecting the Community after hours to help facilitate compliance with Deed Restrictions.

Committee Reports

ADC Committee – General Manager Smith

The ADC Committee held one meeting in the month of June. They approved 23 applications.

1 retaining wall

10 fences

1 pergola

1 new home

1 patio cover

2 pool enclosures

3 pool repairs

1 screen room

3 sheds

Total approved YTD 234

Smith informed the membership that the ADC Committee is looking for volunteers to serve on the Committee.

Variance request 821 Valnera Court. Gary Hartshorne requests a variance on a fence erected at his residence. The fence is forward of the rear of the house and is 7 feet tall. He has also erected a fence around his trash cans in the front of the property. He did not apply for a permit prior to erecting the fence. Mr. Hartshorne presented his case.

Board Discussion.

Secretary Chitwood made a motion to table the variance request citing multiple violations and the need to inspect the property. Seconded by Treasurer Lorbeer.

4 yes votes 1 no vote Director Burrell. The motion carried.

Riverview Building and Grounds Committee – General Manager Smith

Smith reported that the Memory Enhancement Group will continue through August.

Pole walking will continue in the Riverview Facility during the warm summer months.

Boat/RV Storage Committee – Secretary Chitwood

She discussed a short list of violations to be addressed.

We are currently renewing leases and issuing ID stickers.

All lessees are being charged for each vehicle stored in there space.

Janitorial Services Agreement

President Priester discussed some issues with our current contractor.

Three bids were presented:

ISMA Gemilang Solutions \$497.00 per week.

Steaming carpet \$430.00 per service.

Strip and wax Ballroom floor \$1435.20 per service.

Sea Breeze Cleaning Services \$600 per week

Their liability insurance coverage will not allow them to strip and wax the floors.

Professional Services \$2375.00 per month or \$594 per week all inclusive.

Board Discussion

Motion:

Director Burrell made a motion that we award the bid to Professional Services.

Seconded by Treasurer Lorbeer. The membership inquired about the number of services provided and the monthly charges.

They commented on the reliability of Professional Services.

There was comment on the viability of the bids.

There was inquiry about insurance requirements.

There was discussion on the 24 hour on call services specification.

There was discussion on the recent improvement of the service.

There was comment on hiring the current contractor on a monthly basis.

Board Discussion

2 yes votes 2 no votes and 1 abstention. Motion fails.

New Business

Architectural Service Proposal for Riverview Addition

General Manager Smith read a proposal submitted by Dave Mancino, Architect, for preliminary schematic design to assist in establishing the program for a new porch addition on the east side of the Riverview Facility.

President Priester and General Manager Smith will meet with Dave Mancino to discuss the plan.

The membership commented on the project.

President Priester explained the Boards responsibility to move the Community forward.

He discussed the Riverview Building and Grounds Committee and he invited the membership to serve on the Committee.

Board Discussion

President Priester discussed renovation of the restrooms and the kitchen in the Riverview Facility.

We are currently soliciting bids for an outdoor service venue at the Pavilion.

HOA Fees

President Priester discussed changing the way our HOA fees are structured.

He discussed the need to raise the \$30 cap on the HOA fees. This will take a majority vote of the membership.

Board Discussion

The membership commented on restructuring the HOA fees.

Directors Comments:

Director Van Tiem thanked those in attendance and suggested block captains to collect more input for the meetings.

Secretary Chitwood thanked all in attendance. She asked everyone to continue participating and to get involved.

Treasurer Lorbeer thanked all in attendance. She asked for people to sign a list to get involved with Committees and the Board.

She commented on the plan to renovate the restrooms in the Riverview Facility.

President Priester commented on implementing a fining system for Deed Restriction violations. He explained the process.

President Priester commented on the joint Board Meeting with the ADC scheduled for July 25th at 3:00 p.m. at the Riverview Facility.

Meeting Adjourned.

President

Secretary